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Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training
THROUGH : Deputy Director of Training

DATE: 3 April 1958

FROM : Registrar/TR

SUBJECT: Weekly Activity Report No. 13
26 March - 1 April 1958

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DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 09 MAR 1978 By: I. SIGNIFICANT ITEMS:

None.

II. OTHER ITEMS:

1. In a recent issue of Lovejoy's College Digest there appears a lengthy article entitled, "Electronic Computers Stimulate Need for Corps of College-Trained Experts". The article reports on 23 colleges and universities which have automatic computers on their campuses and the status and progress in computer instruction. It is predicted that by 1966 there will be 10,000 electronic computers in use in the U. S., necessitating a trained force of 170,000 people.

Based on my recent discussions with I feel sure that OCR leans toward furthering his training in this field of activity.

2. We accomplished a lot this week in establishing procedures between A & E and this Office for using PETB results as an admissions criterion. prepared an article for the OTR Bulletin, and I prepared a suggested letter giving this advance information over DTR's signature to the three senior Training Officers.

3. A call was received from EE urging that I give a briefing on the Office of Training to two personnel officers about to depart for . I have discussed this matter with to find out what they would find beneficial in such a briefing.

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4. Three full-time and ten part-time language training courses announced to begin 7 April have been canceled. Seven of the part-time courses (French, Italian, Portuguese and Spanish) had one or two applicants each. Based on an exchange of information with [] I have satisfied myself that the cancellations would cause no inconvenience in the case of the applicants for French, Italian and Portuguese. Such will probably be true for Spanish, but we have not had the time to check on it.

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5. There has been no new development on NSA's plan for sponsorship of graduate degree instruction.

6. Four components will sponsor a total of eight employees for the Near East Area Analysts Program. The breakdown is OCI - 2, ORR - 1, [] and NEA - 4. Last year, under OTR sponsorship, seven employees were in the Program.

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7. Favorable reports have been received on the initial lecture of the series sponsored by the Office of Naval Research on Problems of Satellites and Space Operations. 29 Agency members have been nominated for participation, including Dr. Otto Guthe, AD/RR; [] Board of National Estimates; [] Chief, Electronics Division, OSI; and Miss Eloise Page, Chief, FI/[] Unfortunately, a late change in the meeting time for the Satellite Theory course has resulted in a conflict with the ONR program for five of the eight succeeding weekly sessions. Notwithstanding the conflict, [] reported attendance of 42 at the internal course.

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8. The full-time Czech course beginning on Monday has provided quite an exercise over the past few days. Only two were scheduled for the course, one from EE and the other from USIA. EE had been advised of the USIA applicant and originally had no objections to his attendance. A few days ago, EE advised us that they had another student for the course, but future assignments and cover of both men precluded their attending the course with the USIA employee. Following discussions with C/LAS and with [] EE/Personnel Officer, to assure ourselves that EE's position was a bona fide one, the decision was made to exclude the USIA individual. C/LAS has agreed to advise USIA of this decision, with understandable reluctance because our offering had been announced in his Interagency Committee meeting. The course will begin as planned on Monday with the two EE employees only.

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9. OSI requested that we make a last minute substitution of one of their employees in the [] Program beginning 31 March. This change was effected by a telephone call to Murphy General Hospital, Waltham, Massachusetts, and confirmed by correspondence.

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10. We received official notification from the Deputy Chief of Staff for Military Operations confirming our request for the withdrawal of [] from the Army Language School, Monterey, California, on or about 1 April 1958. All of the administrative arrangements for [] return have been completed and it is expected that he will return to Headquarters the week of 6 April.

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11. [] Office of Logistics, had been scheduled to attend the Army Supply Management Course at Fort Lee, Virginia, beginning 7 April. The Office of Logistics notified us during the past week that [] would not be able to attend this course and requested approval to substitute. We received approval from the Army to do so, but we were advised today that Logistics had no suitable candidate. Army has been informed to cancel our requirement.

12. During the month of April we shall be in the process of a number of clerical changes. If all goes as planned, these will occur: (a) [] will return from LWOP and become Admin Assistant in the Processing Branch vice [] will be around long enough to turn over her responsibilities before departing for overseas with her husband, a TSS employee. (b) [] will return from LWOP and provide clerical support to [] to establish that activity within the organization. (c) [] will be transferred from the Registration Unit and become the clerk typist in the Processing Branch, vice [] is resigning near the end of the month and will be married. (d) [] will be assigned to the Registration Unit in place of [] (e) [] will encumber [] former job. [] will take the first two weeks of Admin Procedures. This training is timely in two respects; not only are they ready for this training, but they will free two desks for our returnees.

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13. During the week 26 March - 1 April 1958, there were 895 persons enrolled in OTR conducted courses. The breakdown for enrollment is as follows:

198 enrolled in 34 classes (15 languages) during hours
121 enrolled in 22 classes (9 languages) before hours
164 enrolled in 25 classes (10 languages) after hours
76 enrolled in 4 area courses
168 enrolled in 9 Intelligence School courses
83 enrolled in 3 Operations School courses
85 enrolled in 2 Communism School courses



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